



COUNTY OF LOS ANGELES  
**HISTORICAL LANDMARKS and RECORDS COMMISSION**

B-50 Kenneth Hahn Hall of Administration · 500 West Temple Street · Los Angeles, CA 90012  
213/974-1431

Louis Skelton, CHAIRMAN • Yolanda Duarte-White, VICE-CHAIR  
Helen J. Monteilh • Stephen Sass • Ivy Sun, COMMISSIONERS

**MINUTES OF THE MEETING OF NOVEMBER 5, 2010**

Room 372, Kenneth Hahn Hall of Administration  
500 West Temple Street, Los Angeles, CA 90012

**PRESENT:**

Louis Skelton, Chariman  
Yolanda Duarte-White, Vice Chair  
Ivy Sun

**EXCUSED ABSENT:**

Helen J. Monteih  
Stephen J. Sass

**EX OFFICIO REPRESENTATIVE:**

Portia Sanders, Registrar Recorder  
Robert Seal, Public Library

**GUESTS:**

Karina Muniz, LA Conservancy  
Alice Schock, Los Angeles County Arts Commission  
Marcello Vavala, LA Conservancy

**OTHERS PRESENT:**

Lee Millen, Head Staff

**CALL TO ORDER**

Chairman Skelton called the meeting to order at 10:15 a.m.

**APPROVAL OF THE AUGUST 20, 2010 MINUTES**

On motion of Vice Chair Duarte-White, seconded by Commissioner Sun and unanimously carried, the minutes for the meeting of August 20, 2010 were approved with edits: Page 2, Karina Ruiz Muniz; Page 3, Ex Officio Member Reports "...that defines (that includes); 1830 (1850) and; "...public counter (public service counter).

**DISCUSSION ON BEST PRACTICES USED IN ESTABLISHING A COUNTY HISTORIC PRESERVATION ORDINANCE**

Marcello Vavala, Preservation Associate, Los Angeles Conservancy, presented a PowerPoint Presentation on best practices used in establishing a county historic preservation ordinance. He stated a strong historic preservation program offers jurisdictions a way to protect privately owned historic resources. The following are best practices:

- Ability to declare local landmarks (significant buildings, structures, natural features and landscapes) and historic districts.
- Ability to protect designated landmarks from inappropriate alterations or demolition. (Certificates of Appropriateness).
- Provision for a variety of preservation-related incentives, including tax abatement (Mills Act program) and fee waivers for construction projects.
- The Certified Local Government (CLG) program forms a partnership among participating local governments, the State Office of Historic Preservation, and the National Park Service.
- CLG's are eligible for state and federal grants to support efforts such as historic resource surveys and education and outreach programs

Besides the Mills Act program there are other incentives that can be offered to those participating in the program. Waiver of Certificate of Appropriateness and planning application fees for owners of designated buildings; Waiver of plan check application fees; Priority plan check processing—owners of historic buildings get their plan check expedited; Waiver of parking and set-back requirements; and Permitting of uses not allowed in the property's zone, but which are permitted in other zones.

Also, Mr. Vavala discussed conducting historic resources' surveys to serve as important tools for informing local officials and residents of the existence of potential historic resources; assist in thoughtful development and environmental planning, which can be completed in phases or updates focused on regions or communities. Further, the Counties that have historical preservation ordinances are Monterey, San Diego, Santa Clara, Santa Cruz, Tuolumne, and Ventura.

**HISTORIC PRESERVATION ORDINANCE COMMITTEE**

Vice Chair Duarte-White, noted that the Commission needs to see where it fits on the calendar to pursue an ordinance, and to contact respective Supervisors to identify interest in the creation of an Ordinance Committee.

**STIMULUS MONIES USED FOR THE DEVELOPMENT OF AN ARCHIVAL CENTER**

Chairman Skelton reported that there is no funding by Los Angeles County, and deferred discussion to the next Commission meeting with Mr. Frank Cheng, CEO reporting. In response to Ms. Portia Sanders, Chairman Skelton reported that funding for an Archival Center requires Board of Supervisors' approval.

**DISCUSSION AND CONSIDERATION OF 2011 MEETING SCHEDULE**

Chairman Skelton, deferred discussion of procedural questions to the next Commission meeting. The next Commission meeting is scheduled on Friday, February 18, 2011, and the remaining quarterly meetings are to be held on the third Friday of the month.

**EX OFFICIO MEMBER REPORTS**

Ms. Portia Sanders, Register Recorders, reported that AB1168 allows for conversion of all court documents and property records; property records from 1977-1991 are being converted to scanned documents.

Mr. Robert Seal, Public Library, thanked Commissioners for holding their meeting at the ELA Public Library, and invited all to take a tour of the Library's Ethnic Resource Center.

**MATTERS NOT ON THE POSTED AGENDA (TO BE PRESENTED AND PLACED ON THE AGENDA FOR ACTION AT A FUTURE MEETING)**

There were none.

**PUBLIC COMMENT**

There was none.

**ADJOURNMENT**

There being no further business and without objection, the Commission unanimously adjourned at 12:10 p.m.